

STAT

Approved For Release 2005/11/21 : CIA-RDP70-00211R000700160011-4

STAT

ITEM

NO.

STAT

STAT

REPORT OF
INVENTORY ADJUSTMENTS

STATION

M/R ACCOUNT NO.

DATE

REPORT NO.

PAGE

OF

PAGES

VOUCHER NO.

CODE

UNIT

BALANCE

ADJUSTMENTS

A
L
L
O
C
A
T
I
O
N
C
O
D
EOF
MEAS-
URE

PRICE

RECORDED

INVENTORY

QUANTITY

DOLLAR VALUE

OVER

SHORT

OVER

SHORT

1.

7/7110-H05-1173

FILING CABINET, Card size, 5
drawer high x 1 drawer wide, w/
double lock.00
083
3ea.
ea.428.130
428.1304
04
00
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40
4BASIS: 37 issued in past year. 162 each on hand.
5 on hand in Condition 3. 6 mos. lvl 25. Excess
to requirements.For Records Management Staff:
No Agency requirements for this itemCONCUR: *Reviewed These are 4 of the 6 listed as in Condition 3?*
*J.M.*It is recommended that No. 1 be placed in
allocation '08' and disposed of through an
appropriate established outlet consistent
with security requirements.

CERTIFICATION

I CERTIFY THAT THE ABOVE INVENTORY ADJUSTMENTS ARE NECESSITATED
BY DIFFERENCES BETWEEN THE BALANCES AS RECORDED ON THE STOCK REC-
ORD CARDS AND THE BALANCES COUNTED ON THE PHYSICAL INVENTORY
MADE ON _____

(Date)

SIGNATURE OF ACCOUNTABLE OFFICER

TRANSACTION CODE

DATE

APPROVAL

APPROVING OFFICIAL

APPROVED FOR DISPOSAL

LOCATION OF COUNT
SLIPS